

SECRET

Copy 4 of 5

14 March 1976

MEMORANDUM FOR: Finance Division, Accounts Branch

THROUGH : Monetary Branch

SUBJECT

1 - 29 February 1976

- Travel Claim for Period

1. It is requested that subject employee's 144.1 account be credited in the amount of \$10.51 to liquidate the balance of his advance check in the amount of \$299.49 be drawn in favor of John Doe, 1717 N. St., N.W.. The check should be sent to for delivery to payee.

2. For your protection in taking this action, I certify that there is in the custody of the Project Comptroller a sufficient voucher which is consistent with Agency regulations, approved by an appropriate approving authority and certified by an authorized certifying officer in the amount of \$290.00. This expense is properly chargeable as follows:

TRAVEL ORDER NO.	ALLOTMENT SYMBOL	OBLIGATION REF. NO.	OBJECT CLASS	AMOUNT
F03-001 Proj 134-26	6-1004-30-010 /	8711	02.1	\$290.00
Dr. 600.1				

3. The Security Office has requested that this voucher not be released through normal administrative channels.

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Authorized Certifying Officer
Project Comptroller

Distribution:

- 001 - Addressee
- 3 - Voucher file
- 4 - Proj Pers file
- 5 - Chrono

JHSJr/jec

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